

April 18, 2013

Memorandum

TO: Persons Interested in RFP 13-006

FR: Jontell Harris

CC: Dave Lingren

RE: RFP 13-006 (Sale or Lease of ICN) Deadline Extensions

The ICN recently received a request to extend the RFP deadline by at least an additional 60 days and to conduct an additional offeror conference for the purpose of having potential offerors directly engage in discussion with ICN staff regarding the RFP. We have given this request full consideration, as we have all other offeror requests, and have made the following determinations:

1. Additional Offeror Conference – There will **NOT** be an additional offeror conference scheduled at this time. After further discussion with the Attorney General's Office and with their advice, the ICN has determined that it would be inappropriate to conduct an offeror conference that revolved around an open dialogue between vendors attending and ICN staff. This is a direct result of the constraints placed upon the ICN under state procurement law and rules regarding an "Request For Proposals" process which ICN has been directed to use pursuant to legislative enactment.
2. RFP Proposal Deadline Extension to May 30, 2013 – The ICN **is extending the deadline for submission of proposals** in response to the RFP from 4:00 p.m., Tuesday, April 30, 2013, **to 4:00 p.m., Thursday, May 30, 2013**. The ICN believes that the June 30, 2013 deadline required under legislation will still be met with respect to completing the RFP process while accommodating this extension. As a result of this extension, the following additional deadline modifications have been made:
 - a. 4:30 p.m., Tuesday, April 30, 2013 – Deadline for submitting written questions to the ICN. All questions and information requests should only be submitted by email to Jontell.Harris@iowa.gov.
 - b. Tuesday, May 21, 2013 – Final date the ICN Resource Room will be available. All ICN Resource Room reservations should be made only through Jontell Harris by email at Jontell.Harris@iowa.gov. Please also refer to the Resource Room guidelines posted at ICNRFP.com.

DAVE LINGREN, EXECUTIVE DIRECTOR

The ICN appreciates the comments and requests received and hopes that these timeline modifications will prove to be beneficial to those contemplating the submission of a response to the RFP.

Thank you,

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